



Role: Executive

Location: Bangalore

Total Experience: 1-3 years

Vacancy ID – 0013/Feb16

Job Title	Technical Editing
Organization	MPS Limited
Job Description	<ul style="list-style-type: none">• To ensure the content of the typeset proofs are accurate.• To ensure the quality of the lettering of the artworks are accurate.• To report problems and query.• To work closely with the seniors and team leader to create agendas, planning targets and ensuring that the targets are met.• Knows and adhere to standards of quality.
Eligibility	<ul style="list-style-type: none">• BSc/ MSc• Good spoken and written English.• Good knowledge of Science is desirable.• Experience in the relevant field would be an added advantage.• Should have knowledge of computer basics.• Should have excellent interpersonal skills and must be a team player• Ability to meet deadlines.
Contact	Nupur / Pooja Board Line : 80 4178 4242 Extn: 4137

